

**SPRING CITY BOROUGH COUNCIL MEETING  
OCTOBER 4, 2021**

**CALL TO ORDER**

President Shaner called the meeting to order and lead the pledge of allegiance to the Flag.

**ATTENDANCE**

Council members Bauman, Brown, Burns, Kern and Shaner were present; along with Mayor Dona Kern, Solicitor Matthew Hovey, Borough Manager Dennis Rittenhouse, Assistant Borough Manager Kisha Tyler, and Code Enforcement Officer James Mohn.

**APPROVAL OF THE SEPTEMBER 7, 2021 COUNCIL MEETING MINUTES**

Motion made by Mr. Burns to approve the September 7, 2021 minutes; motion seconded by Mr. Kern. All in favor, motion carried.

**MAYOR**

Mayor Kern reported on her efforts to get a quote for the roof repair and collapsed ceiling in the police department. She said the Music & Market Festival was a huge success, and residents are looking forward to the Halloween parade and Trunk or Treat set for Tuesday, October 26th (rain date 28th).

**COMMUNICATIONS**

The annual State audit of the Liberty Fire Company Fireman's Relief Fund was received. There were no findings, and the fund is sound.

**COMMITTEE REPORTS**

**Streets Department:** 67.4 tons of refuse was transported to the landfill; there were 22 bulk pickups and 14.7 tons of yard waste collected in September. The "No Outlet" sign was replaced at the 500 block of Broad Street; stormwater inlet boxes were cleaned out after the rain events.

**Sanitation & Surface Water:** The monthly flow for September was 442,000 gallons per day, with the maximum flow of 1,844,000 gallons occurring on September 2. The plant had difficulty handling the surge of flow created by the 8.86" of rain from Hurricane Ida. PA DEP was notified of the bypasses at the effluent bar screens and from the primary clarifiers. Maintenance was performed on the EQ tank system; the #1 pump at the King Street station was serviced; and the annual PCB samples were taken.

**Police Department:** 187 calls in September for various police matters; 6 citations/tickets were issued, and 2 criminal arrests made (the full report is on file).

**Police Committee:** The committee met September 16th, attendees were Chief White, Mayor Kern, and Councilor Kern. Matters discussed were hiring a part-time officer, status of the administrator position, taser replacement, a visibility issue at the baseball complex entrance,

the school bus camera citation program, and assistance/advocacy provided by the county when officers encounter individuals with mental health issues.

**Finance and Ordinance:** The committee met September 22nd. Items discussed include life insurance for the police chief and nonuniform staff, purchasing flashing speed signs for high traffic areas, ordinance codification, and the roof repairs to borough hall. The committee will begin exploring options for the future of the building or replacement of the building. The following recommendations were made:

- \$100,000 life insurance policy added to the police chief's benefits package
- increase the nonuniform full time employee's life insurance benefit to \$20,000
- purchase electronic speed monitoring signs

**Zoning, Housing and Property:** 6 permits issued in September; total fees collected = \$935.00

**Planning:** No meeting in September. Plans for a townhome development at 506 Park Road in East Vincent Township provided to the borough will be discussed by the planning commission at their October meeting, specifically stormwater management and connection to the borough sanitary sewer line.

**Parks and Recreation:** The committee met September 16th and focused their discussion on upcoming events. The Halloween parade is set for October 26th (rain date the 28th). A community luminary night on December 24th is being considered. All events will be posted on the borough website and social media.

The Music & Market Festival was held on Saturday, October 2<sup>nd</sup>. Attendance fluctuated throughout the day and members of the committee received positive comments about the event. Chairman Sweeney would like to thank Councilmen Shaner and Kern, Mayor Kern, Kim Weaner and Chris Yocum for volunteering their time to make the event a success. The committee would also like to thank the Liberty Fire Company, Spring City Road Crew and Police Department, Borough Administration, Tom Henderson from George's Music, Chris Cachuela from Chaplin's, the musicians who volunteered, the Spring City UCC for donating tables and chairs, car show participants, and Dave and Adrienne Stetler from the Spring City Area Business Association.

**Library:** Story time continues Wednesdays in October for ages 3-5, 10:00 am at the pavilion at Brown Street Park. The Library installed cameras which provides increased security. The annual appeal letters will be mailed late September, early October. Director Julie Wiant noted that the Library is fortunate to have a donor who will match donations dollar for dollar up to \$10,000.00. The Director also submitted the September Director's Report which lists a door count of 1,854 and curbside service of 165. Robin Waldschmidt began her position as the part-time Program Coordinator on September 8th. Director Wiant reported August volunteering as follows: 14 volunteers working a total of 76 hours.

**Financial Reports:** Posted.

### **APPROVAL OF THE REPORTS**

Motion made by Mr. Burns to approve the reports as submitted; motion seconded by Mr. Bauman. All in favor, motion carried.

### **PUBLIC COMMENT**

### **UNFINISHED BUSINESS**

#### **1. Comcast Franchise Agreement Renewal**

The solicitor and borough manager met with a Comcast/Xfinity representative in September to discuss the renewal. Service for Schoolhouse Lane is not available because there are no utility poles and the cost to run underground lines is upwards of \$30,000, which is not cost-effective for Comcast to pursue. A technology grant of up to \$2,500.00 is available should the borough consider a public access channel, or piggyback on the school district's channel. Regulation changes may allow for an increased fee. No action required at this time.

#### **2. 420 Penn Street Update**

Mr. Mohn confirmed that the nonconforming use has ended, and that recent activity at the site was to remove stored material.

#### **3. Hunsberger Tract Land Development Conditional Final Approval Resolution No. 2021-09**

Engineer Nick Feola and Attorney Greg Adelman represented the developer. Mr. Shaner raised concern about stormwater runoff. Mr. Feola explained that the infiltration basins and storm sewers will capture the runoff and should improve the current drainage situation. Mayor Kern questioned a delayed land transfer to First United Church of Christ. Attorney Adelman assured her that the matter is being finalized.

Motion made by Mr. Shaner to grant conditional final approval of the Hunsberger Tract Land Development Plan as outlined in Resolution No. 2021-09; motion seconded by Mr. Brown. All in favor, motion carried.

#### **4. Recycling Contract Penalty Update**

Council approved a reduced penalty amount of \$5,387.50 at their September meeting. The solicitor sent a letter to Eagle Disposal advising them of the reduction and council's request for an apology letter. Eagle Disposal has not responded.

### **NEW BUSINESS**

#### **1. Act 50 Small Wireless Facilities Ordinance No. 560**

The proposed ordinance regulating 5G wireless technology was duly advertised and is being considered for adoption. The panel-style box and antenna mounted on utility poles collect and transmit short-range signals. The ordinance complies with federal legislation governing



wireless facilities; it also sets standards for placement, permitting and collection of an annual fees of \$250.00 for each apparatus.

Motion made by Mr. Shaner to adopt Small Wireless Facilities Ordinance No. 560; motion seconded by Mr. Kern. All in favor, motion carried.

**2. Resignation of Councilor Amy Miskiewicz – Resolution No. 2021-10 To Fill the Vacancy**

Christopher Yocum expressed his interest in filling the vacant seat of Amy Miskiewicz to expire January 3, 2022. He is a life-long resident of the borough and a member of many auxiliary groups within the community.

Motion made by Mr. Burns to appoint Christopher Yocum to fill the vacancy on Borough Council as outlined in Resolution No. 2021-10; motion seconded by Mr. Kern. All in favor, motion carried.

**3. Yost Avenue at N. Main Street Parking Lot Lease**

Mr. Hovey stated that a request for proposals was advertised two years ago; Tuned Up Brewing Company was the only submission. The unimproved parking lot will be leased “as-is” for \$1.00 through May 2022. There is no lighting. Pothole repair and winter maintenance are the responsibility of the lessee. The agreement requires insurance, a waiver of liability, and other indemnifications to protect the borough from any lawsuits.

Motion made by Don Shaner to enter into a parking lot lease agreement with Tuned Up, LLC contingent upon submission of insurance documentation as outlined in Paragraph 10 of the Lease Agreement; motion seconded by Mr. Brown. All in favor, motion carried.

**4. Pension Resolutions – 2022 MMO’s to the Pension Plans**

**Resolution No. 2021-07** Nonuniform Pension Plan 2022 MMO is \$86,781.00 with no employee contribution required. **Resolution No. 2021-08** Police Pension Plan 2022 MMO is \$97,034.00 with no employee contribution required.

Motion made by Mr. Burns to approve Pension Resolution No. 2021-07 and No. 2021-08; motion seconded by Mr. Kern. All in favor, motion carried.

**5. Receipt and Distribution Volunteer Fire Relief Allocation**

The borough received a State allocation of \$15,397.86 for distribution in accordance with Act 205.

Motion made by Mr. Bauman to distribute the fire relief allocation of \$15,397.86 to the Liberty Fire Company Volunteer Fire Relief Association; motion seconded by Mr. Kern. All in favor, motion carried.



## 6. Grinder Pump Ordinance

Mr. Hovey recommended addressing grinder pumps by ordinance as an alternative to the customary grinder pump agreement. The ordinance would be a catch all to regulate and enforce future pump installations and maintenance. Existing agreements would remain in effect; the ordinance would pertain to new grinder pumps. Mr. Rittenhouse suggested Council thoroughly review the provisions before authorizing advertisement.

Motion made by Mr. Kern to authorize the solicitor to draft a Grinder Pump Ordinance for review by Council; motion seconded by Mr. Bauman. All in favor, motion carried.

## 7. 31 E. Bridge Street – A.C. Miller

The Borough addressed recent complaints and satisfied a Right-to-Know request from Craig Hennessey regarding the operations at 31 E. Bridge Street. It was determined that A.C. Miller was not in violation of the zoning ordinance, and a letter stating such was prepared by the solicitor and sent to Mr. Hennessey. Mr. Mohn mentioned that PA DEP inspected the site and determined that the operations at A.C. Miller do not violate environmental regulations.

## READING OF THE PAYMENT OF THE BILLS

### General Account:

**(Office)** AT&T \$43.14; PECO \$1,031.93; H.A. Berkheimer \$749.71; Apex \$263.50; Verizon \$191.66; High Swartz \$1,635.00; PA American \$21.98; Staples \$524.15; **Total \$4,461.07**

**(Streets)** 21<sup>st</sup> Century Media \$839.16; PECO \$21.53; Tague Lumber \$27.00; Flexible Benefits Plans \$3,379.95; Charlestown Paving \$14,500.00; Eagle Disposal \$5,541.90; A.J. Blosenski \$7,903.25; Limerick Hardware \$113.81; CCSWA \$8,338.65; AirGas \$28.86; High Swartz \$420.00; Provident \$67.01; Wex Bank \$325.30; Industrial Chem Labs \$82.56; Seal Master \$2,908.00; **Total \$44,496.98**

**(Police)** Crystal Springs \$92.85; AT&T \$86.28; Flexible Benefits Plans \$3,943.43; PA American \$644.62; Daywalt's Animal Control \$750.00; NRA \$1,370.00; RR Donnelley \$41.80; Witmer Public Safety \$572.99; Verizon \$341.08; High Swartz \$390.00; Provident \$26.10; Wex Bank \$1,025.53; deCordre Automotive \$297.66; Davidheiser's \$36.00; L&W Printing \$176.00; **Total \$9,794.34**

**Sewer Account:** PECO \$5,082.58; Crystal Springs \$17.98; Action Data \$462.51; Wind River Environmental \$2,640.00; M.J. Reider \$1,888.00; Flexible Benefits Plans \$3,394.30; PA One Call \$18.25; Commonwealth of PA \$1,000.00; AT&T \$127.72; EEMA \$3,444.94; A.J. Blosenski \$1,100.00; T.L. Conrad Electric \$1,096.50; Verizon \$226.72; Plott's Energy \$769.36; Sigma Controls \$500.00; PA American \$99.00; Cigna \$2,227.17; J.C. Erlich \$69.00; Provident \$121.01; Wex Bank \$48.63; Controlex Corp. \$4,305.00; **Total \$28,638.67.**

**Street Light Fund:** PECO \$5,382.14; **Total \$5,382.14607.63**

**Building & Property Fund:** Crystal Springs \$38.68; Lenni Electric \$295.39; Brian Thornton & Sons Electric \$686.99; Spring City Electrical Mfg \$4,690.00; **Total \$5,711.06**

**Parks & Recreation Fund:** PECO \$118.19; United Site Services \$156.01; PA American \$110.79; **Total \$384.99**

**CRP Grant Consulting Fund:** URDC \$8,685.00; **Total \$8,685.00**

**Engineering & Consulting Fund:** Motley Associates \$860.00; **Total \$860.00**

**Planning, Zoning & Housing Fund:** Bauer Landscaping \$100.00; Robert L. Brant & Associates \$821.25; EEMA \$2,720.00; A.J. Blosenski \$700.00; High Swartz \$4,773.33; Motley Associates \$7,325.20; **Total \$16,439.78**

Motion made by Mr. Burns to accept the bills for payment as submitted; motion seconded by Mr. Kern. All in favor, motion carried.

#### **ANNOUNCEMENTS**

Mr. Shaner announced the following meeting schedule: **Sewer Committee** 10-14-2021 at 6:30 pm; **Planning Commission** 10-20-2021 at 6:30 pm; **Park and Recreation Committee** 10-21-2021 at 6:00 pm; **Police Committee** 10-21-2021 at 6:30 pm; **Finance and Ordinance Committee** 10-27-2021 at 6:30 pm. The next **Borough Council** meeting is 11-01-2021 at 7:00 pm.

#### **ADJOURNMENT**

There being no further business, a motion was made by Mr. Kern to adjourn the meeting; motion seconded by Mr. Brown. All in favor, the meeting was adjourned.

*Respectfully submitted by*

*Kisha Tyler, Assistant Borough Manager*

## FINANCIAL REPORT FOR THE MONTH OF SEPTEMBER 2021

The following figures represent the balance in each Department as appropriated in the 2021 Budget.

| <u>GENERAL GOVERNMENT</u>          |               | <u>% UNSPENT</u> |
|------------------------------------|---------------|------------------|
| General Government                 | \$ 59,329.07  | 27%              |
| Protection to Persons and Property | \$ 132,092.50 | 27%              |
| Planning, Zoning and Housing       | \$ 166,604.19 | 69%              |
| Streets and Highways               | \$ 154,717.69 | 29%              |
| Street Repaving                    | \$ 262,746.00 | 100%             |
| Parks and Recreation               | \$ 26,929.34  | 80%              |
| Insurance                          | \$ 64,481.00  | 87%              |
| Street Lighting                    | \$ 7,555.11   | 15%              |
| Library                            | \$ 0.00       | -                |
| Liberty Fire Company               | \$ 30,000.00  | 100%             |
| Association Dues and Expenses      | \$ 1,353.12   | 64%              |
| Building and Property              | \$ 40,940.01  | 82%              |
| 1% Tax Collection                  | \$ 1,319.89   | 26%              |
| OPT Tax Collection                 | \$ 165.50     | 66%              |
| Workers' Compensation              | \$ 3,214.00   | 9%               |
| Engineering and Consulting         | \$ 22,184.00  | 64%              |
| CRP Grant Consulting               | \$ 127,107.00 | 77%              |
| CRP Grant                          | \$ 750,000.00 | 100%             |
| Comprehensive Plan                 | \$ 60,000.00  | 100%             |
| MS4 Project                        | \$ 105,000.00 | 100%             |
| <u>SEWER ACCOUNT</u>               | \$ 479,286.37 | 58%              |

This report reflects all wages and bills paid through September 30, 2021.



# Tax Collector's Monthly Report to Taxing District

Taxes Included: **SPRING CITY BOROUGH TAX / BOROUGH PER CAPITA / OCCUPATION TAX**

For The Month of : 8/31/2021 00:00:00 To 9/27/2021 23:59:59

| A. Collections   | Municipal/County |         |        | School  |         |               | Per Capita | Others      | Totals      |
|--|------------------|---------|--------|---------|---------|---------------|------------|-------------|-------------|
|  | Current          | Interim | Other  | Current | Interim | Interim/Other |            |             |             |
| 1. Balance Collectable -Beginning of the Month         | \$28,561.88      | \$61.99 | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$7,250.00 | \$10,103.75 | \$45,977.62 |
| 2A. Additions: During the Month                        | \$0.00           | \$0.00  | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$0.00     | \$0.00      | \$0.00      |
| 2B. Deduction: Credits During the Month from 17        |                  |         |        |         |         |               |            |             |             |
| 3. Total Collectable                                   | \$28,561.88      | \$61.99 | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$7,250.00 | \$10,103.75 | \$45,977.62 |
| 4. Less: Face Collections for the month                | \$0.00           | \$37.62 | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$5.00     | \$7.50      | \$50.12     |
| 5. Less: Deletions from the List                       | \$0.00           | \$0.00  | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$0.00     | \$0.00      | \$0.00      |
| 6. Less: Exoneration                                   | \$0.00           | \$0.00  | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$0.00     | \$0.00      | \$0.00      |
| 7. Less: Liens/ Non-lienable Installments              | \$0.00           | \$0.00  | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$0.00     | \$0.00      | \$0.00      |
| 8. Balance Collectable -End of the Month               | \$28,561.88      | \$24.37 | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$7,245.00 | \$10,096.25 | \$45,927.50 |
| B. Reconciliation of Cash Collected                    |                  |         |        |         |         |               |            |             |             |
| 9. Face Amount of Collections - Must agree with line 4 | \$0.00           | \$37.62 | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$5.00     | \$7.50      | \$50.12     |
| 10. Plus: Penalties                                    | \$0.00           | \$0.00  | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$0.50     | \$0.75      | \$1.25      |
| 11. Less: Discounts                                    | \$0.00           | \$0.75  | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$0.00     | \$0.00      | \$0.75      |
| 12. Total Cash Collected Per Column                    | \$0.00           | \$36.87 | \$0.00 | \$0.00  | \$0.00  | \$0.00        | \$5.50     | \$8.25      | \$50.62     |
| 13. Total Cash Collected All Columns                   |                  |         |        |         |         |               |            |             |             |

C. Payments of Taxes

14. Amount Remitted During the Month

| Date       | Transaction # | Amount  |
|------------|---------------|---------|
| 09/17/2021 |               | \$50.62 |
|            |               |         |
|            | TOTAL         | \$50.62 |

15. Amount Paid with this report Applicable to this reporting Month

TOTAL

\$50.62

16. Total Remitted this Month

TOTAL

17. Total Other Credits and Adjustments

| Parcel # | Name | Amount |
|----------|------|--------|
|----------|------|--------|

18. Interest Earnings (If applicable) \$

| Taxing District Use (Optional) |
|--------------------------------|
| Carryover from Previous Month  |
| Amount Collected this Month    |
| Less Amount Paid This Month    |
| Ending Balance                 |



9/27/21

Date

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by (taxing district)



Title:

Manager

Date:

10/4/21

# MTS Collection Summary

|   | Current Tax | Interim Tax |         |
|---|-------------|-------------|---------|
| Face Amount   | \$12.50     | \$37.62     |         |
| Discount Amount   | \$0.00      | \$0.75      |         |
| Penalties Amount  | \$1.25      | \$0.00      |         |
| Refunds Payments Collected to be returned   | \$0.00      | \$0.00      |         |
| Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations) |             |             | \$0.00  |
| Total Over/Under Paid   | \$0.00      | \$0.00      | \$50.62 |
| Total Deposit (Including Refunds)   |             |             | \$50.62 |
| Adjusted Total Cash Collected   |             |             | \$0.00  |
| Bounced Checks - Deposits Reversed by Bank for insufficient funding                               |             |             |         |

| Collection Statistics             | Face Current | Disc/Pen Cui | Face Interim | Disc/Pen Int | Face Total | Disc/Pen Total | Total   |
|-----------------------------------|--------------|--------------|--------------|--------------|------------|----------------|---------|
| Face Amount Collected in Discount | \$0.00       | \$0.00       | \$37.62      | \$0.75       | \$37.62    | \$0.75         | \$36.87 |
| Face Amount Collected in Face     | \$0.00       |              | \$0.00       |              | \$0.00     |                | \$0.00  |
| Face Amount Collected in Penalty  | \$12.50      | \$1.25       | \$0.00       | \$0.00       | \$12.50    | \$1.25         | \$13.75 |
|                                   |              |              |              |              |            |                | \$50.62 |

| Commission                         | Municipal/County |         | School  |               | Per Capita | Others |
|------------------------------------|------------------|---------|---------|---------------|------------|--------|
|                                    | Current          | Interim | Current | Interim/Other |            |        |
| 12.Total Cash Collected Per Column | \$ 0.00          | \$36.87 | \$ 0.00 | \$ 0.00       | \$ 5.50    |        |
| Commission Rate                    |                  |         |         |               |            |        |
| Monthly Commission per column      |                  |         |         |               |            |        |



Report of the Treasurer of the Borough of Spring City, Pa. at the close of business September 30, 2021

**GENERAL FUND**

**General Fund Receipts**

|                              |              |
|------------------------------|--------------|
| Berkheimer Associates E.I.T. | \$ 72,862.96 |
| Trash Collection Fees        | \$ 33,873.20 |
| Accident Reports             | \$ 75.00     |
| Bulk Pickups                 | \$ 830.00    |
| Realty Transfer Tax          | \$ 9,575.39  |
| Building Permits             | \$ 935.00    |
| Parking Tickets              | \$ 70.00     |
| Berkheimer OPT               | \$ 542.51    |
| Lease Dwelling Fees          | \$ 5,346.50  |
| Taxes                        | \$ 446.51    |
| Local Fines                  | \$ 676.10    |
| County Fines                 | \$ 225.91    |
| U&O Inspections              | \$ 500.00    |
| Zoning Permits               | \$ 50.00     |
| Trash Certs                  | \$ 90.00     |
| Dumpster Permits             | \$ 50.00     |
| Act 205 Fire Relief Funds    | \$ 15,397.86 |
| IF Transfer                  | \$ 60,000.00 |
| Act 205 Pension State Aid    | \$ 52,770.10 |
| Utility Permit               | \$ 52.00     |
| SUB/LD Escrow Fee            | \$ 4,776.00  |
| Civil Complaint Settlement   | \$ 1,800.00  |

**Total Deposits to General Fund**      **\$260,945.04**

**Withdrawals:**

By Orders #30320 – 30360  
#15821 – 15855

**\$144,487.77**

Intra Fund Transfer

\$ -0-

**Balance on Account – Checking**

**\$168,580.02**

Report of the Treasurer of the Borough of Spring City, Pa. at the close of business September 30, 2021

**SEWER FUND**

**Sewer Receipts**

|             |              |
|-------------|--------------|
| Sewer Rents | \$ 25,677.59 |
| Sewer Certs | \$ 60.00     |

|                |              |
|----------------|--------------|
| Total Deposits | \$ 25,737.59 |
|----------------|--------------|

**Withdrawals:**

|                        |              |
|------------------------|--------------|
| By Orders #8864 – 8887 |              |
| #22358 – 22375         | \$ 46,614.08 |

|                     |        |
|---------------------|--------|
| Intra Fund Transfer | \$ -0- |
|---------------------|--------|

|                    |              |
|--------------------|--------------|
| Balance on Account | \$ 69,847.10 |
|--------------------|--------------|

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Respectfully submitted,

Dennis Rittenhouse